



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

<b>JOB TITLE</b>	Director, Security Coordination Center
<b>JOB ANNOUNCEMENT NUMBER</b>	HW673- SNIS Tier2 Executive
<b>SALARY RANGE</b>	\$120,749 – \$174,300 annually
<b>OPEN PERIOD</b>	June 25, 2014 to July 09, 2014
<b>POSITION INFORMATION</b>	Permanent-Internal, Rotational
<b>DUTY LOCATION</b>	Vienna, VA
<b>WHO MAY APPLY</b>	US Citizens
<b>SECURITY CLEARANCE</b>	TS/SCI with CI Polygraph
<b>SUPERVISORY STATUS</b>	Yes
<b>TRAVEL REQUIRED</b>	0-25% Travel
<b>RELOCATION AUTHORIZED</b>	No

## ORGANIZATIONAL MISSION:

\*\*\*This announcement is currently advertised as a SNIS appointment. GS-15s may not apply for this SNIS position. \*\*\*

### Component Mission:

The IC CIO's mission is to improve the collective effectiveness and information sharing of intelligence organizations support the intelligence mission. The IC CIO reports directly to the Director of National Intelligence, and has four primary strategic initiatives that directly support the Director's National Intelligence Strategy (NIS). The four Strategic Initiatives are:

Enhance Cyber Security (NIS Mission Objective 5)

Support Current Operations [e.g. Middle East, Counterterrorism, etc.] (NIS Mission Objective 6)

IC Business Transformation (NIS Enterprise Objective 3)

Improve Information Integration and Information Sharing (NIS Enterprise Objective 4)

## DUTIES:

### Major Duties and Responsibilities:

Serves as the Director of the Intelligence Community Security Coordination Center (SCC), responsible for overseeing the integrated defense of the IC Information Environment (IC IE) in conjunction with IC mission partners and Service Providers of services of common concern in accordance with the authority and direction of the ODNI.



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

Lead a diverse staff of functional experts composed of cadre and detailee employees.

Provides strategic direction and oversight of the SCC. Participates as a member of the IC CIO Senior Leadership Team in execution of the IC CIO vision, mission, and strategic plan. Serves as the leading member of a national cyber incident response group to provide leadership for effective and efficient response to cyber incidents, and propose strategies to prevent incidents from occurring or escalating.

Establishes guidance for improvement and execution of defensive activities (i.e. monitoring, detection, analysis, response and coordination) throughout the IC as well as an end-to-end trusted information environment.

Leads the SCC in technical strategies, assessments, and technology insertion to improve capabilities that provide the IC CIO with situational awareness of the security posture, vulnerabilities, and overall risk to the IC information systems. Coordinate with counterintelligence entities to support threat intelligence and detecting threat indicators.

Serves as the SCC lead to multiple community boards including but, not limited to the Technical Integration Committee , Information Security Risk Management Committee , Cybersecurity Information Assurance Working Group (CIAWG), Signature and Indicator Technical Exchange Meeting (TEM) and Host-Based Security TEM.

Represents the IC CIO and ODNI in national level working groups, committees, and exercises including but not limited to White House Cyber Response Group, and Department of Homeland Security Unified Coordination Groups, Cyberstorm, and National Level Exercise.

Serves as the IC representative amongst the seven National Cybersecurity Centers as the IC's Cybersecurity Center.

Produces budget plans, roadmaps, technology insertion and schedules for information security, information assurance, counterintelligence capabilities and their transition to the SCC.

Responsible for acquiring and procuring technical capabilities to ensure, as applicable, IC-wide distribution of licenses for software and hardware of common CND and IA capabilities.

Co-leads the development of technical standard operating procedures, processes, and policies to ensure coordination across the IC SCC, IC Service Providers, and IC elements.

## **TECHNICAL QUALIFICATIONS REQUIRED:**

---

Proven leadership ability and business acumen, capable of developing effective integration strategies, building coalitions, and driving change to improve operations within large, complex organizations.

Extensive knowledge of the IC mission, objectives, policies, and authorities. Substantial experience in applying programmatic management principles and methods to large complex programs in support of the IC mission.



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

Demonstrated leadership and management skills in planning, recruiting, developing, managing, and directing multidisciplinary teams.

Demonstrated excellent oral and written communications skills to include the ability to clearly convey concise, informative explanations and briefings to a variety of audiences.

Demonstrated exceptional interpersonal skills to work effectively with internal and external leaders and the ability to network and coordinate across the IC.

Demonstrated ability to effectively manage resources, to evaluate existing needs, and anticipate changing requirements, to balance competing priorities, and evaluate budget estimates.

## **Desired TQs:**

Extensive experience in the management and technical insertion of CND and/or CI capabilities in an operational environment

Extensive management experience (5+ more years) in a SNIS/SES or equivalent management role in the private sector.

## **Executive Core Qualifications (ECQs):**

1. **Leading People:** This core qualification involves the ability to lead people toward meeting the organization's vision, mission, and goals. Inherent to this ECQ is the ability to provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts. Competencies: Conflict Management, Leveraging Diversity, Developing Others, and Team Building.

2. **Leading Change:** This core qualification involves the ability to bring about strategic change, both within and outside the organization, to meet organizational goals. Inherent to this ECQ is the ability to establish an organizational vision and to implement it in a continuously changing environment. Competencies: Creativity and Innovation, External Awareness, Flexibility, Resilience, Strategic Thinking, and Vision.

3. **Results Driven:** This core qualification involves the ability to meet organizational goals and customer expectations. Inherent to this ECQ is the ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks. Competencies: Accountability, Customer Service, Decisiveness, Entrepreneurship, Problem Solving, and Technical Credibility.

4. **Business Acumen:** This core qualification involves the ability to manage human, financial, and information resources strategically. Competencies: Financial Management, Human Capital Management, and Technology Management.

5. **Building Coalitions:** This core qualification involves the ability to build coalitions internally and with other Federal agencies, State and local governments, nonprofit and private sector organizations, foreign governments,



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

or international organizations to achieve common goals. Competencies: Partnering, Political Savvy, and Influencing/Negotiating.

## HOW YOU WILL BE EVALUATED:

---

Applicants must provide a detailed supplemental narrative statement addressing each required Technical Qualification (TQ) and Executive Core Qualification (ECQ) listed in the vacancy announcement. The narrative should describe the experience; education; and accomplishments which have provided you with the skills and knowledge required for this position. Current or previous SNIS Executive officers (or equivalent :DISE or SES) are not required to submit ECQs; but MUST address the TQs. SNIS professionals are required to submit ECQ's; and address the TQs.

## BENEFITS:

---

Please review the list of benefits below. For additional information please visit the OPM website at <http://www.opm.gov/insure/index.aspx>.

- Federal Employees Health Benefits Program
- Life Insurance
- Long-Term Care Insurance
- Federal Employees Retirement System (FERS) (new employees automatically covered). If you are transferring from another agency and covered by CSRS, you may continue in this program.
- Annual Vacation Leave
- Sick Leave
- Paid Federal Holidays
- Alternative work schedule
- **Health Care Flexible Spending Accounts**

## OTHER INFORMATION:

---

You must submit all required information by the closing date listed. An incomplete application package will be ineligible for further consideration. The materials you send with your application will not be returned. Hardcopy applications will not be accepted.

## HOW TO APPLY:

---

\*\*\*HOW TO APPLY\*\*\* (PERMANENT-INTERNAL APPLICANTS)

Permanent-Internal: Current cadre ODNI employees are eligible to apply (Permanent-internal status does NOT include Staff Reserve employees)

AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR FURTHER CONSIDERATION.



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

A complete application must include the following:

a. RESUME -- All applicants must submit a resume. Format is at the discretion of the applicant but must include: full name; address; telephone number; and email address.

b. TQ's & ECQ's (Technical Qualifications & Executive Core Qualifications) -- Applicants must provide a detailed supplemental narrative statement addressing each required Technical Qualification (TQ) and Executive Core Qualification (ECQ) listed in the vacancy announcement. The narrative should describe the experience; education; and accomplishments which have provided you with the skills and knowledge required for this position. Current or previous SNIS Executive officers (or equivalent :DISE or SES) are not required to submit ECQs; but MUST address the TQs. SNIS professionals are required to submit ECQ's; and address the TQs.

c. Reference the vacancy number you are applying to in the subject line and on each document submitted.

d. Applications should be sent to either DNI-MSD-HR-RR (classified system) or [recruitment@dni.gov](mailto:recruitment@dni.gov). All attachments should be in Word or PDF format.

Your application MUST be received by the closing date of the announcement. Applications received after the close date will NOT be eligible for consideration.

Applications should NOT contain classified information above the TS//SI//TK//NOFORN level.

To verify receipt of your application package ONLY; you may call (703) 275-3663.

## WHAT TO EXPECT NEXT:

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received; applicants will ONLY be contacted if they have been selected for an interview.

## \*\*\*HOW TO APPLY\*\*\* (DETAILEE APPLICANTS)

DETAILEE: A Detailee is a civilian employee of another government agency detailed to perform duties for the ODNI

Government candidates must submit their application through the Joint Duty site and obtain permission through written endorsement from your employing IC element. Please contact your agency's Joint Duty Program Office for internal nomination procedures.

If the employing element nominates an employee for the joint duty rotational assignment; they will notify the employee and the joint duty program manager will forward the application package to an appropriate official of the gaining element.



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

Any application submitted directly by an IC employee to the gaining element will not be considered.

## WHAT TO EXPECT NEXT:

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received; applicants will ONLY be contacted if they have been selected for an interview.

## AGENCY CONTACT INFO:

---

ODNI Recruitment

Phone: (703)275-3663

Email: RECRUITMENT@DNI.GOV